

27 October 1952

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT: Report of Activities - Week Ending 24 October 1952

1. CIA Regulations

a. A complete proposal establishing a system of regulations for CIA has been submitted for consideration. Tentative concurrences have been received from CAO/DDP and the Chief, O&M Service. If adopted, it has been proposed that the writer assume basic responsibility for the initial development and implementation of the system. The assistance of the staff of O&M would be available, and we have been informed that a Publications Control Officer is being processed for employment. At such time as this individual is sufficiently indoctrinated the responsibility for supervision of this function will revert to O&M Service.

25X1A 2. CIA Regulation [REDACTED]

25X1A a. Discussions with [REDACTED] and his assistant, [REDACTED], on
25X1A Thursday and Friday indicate that [REDACTED] may have radically altered his views on the problem of planning the administrative requirements of subsidy and proprietary projects. It is my understanding that it is now proposed that the DDA assume full responsibility for the administrative planning for such projects. [REDACTED] does not suggest how this planning be accomplished by the DDA but only that the responsibility be placed with the DDA.

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25X1A b. [REDACTED] also advised that he was going to eliminate from the functions of CM those activities assumed by CM when the former Secretariat of the Covert Coordination Committee was transferred to CM.

c. In view of the great confusion which exists regarding this problem, I make the following suggestion:

(1) That two or three representative Administrative Plans which are believed to represent our true needs be carefully studied and analyzed. We should determine what administrative and operational responsibilities are involved, what specialized or technical competence is required and what editorial and clerical assistance is necessary.

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Information

Not sent out

(2) That the requirements as determined be used as the factual basis for determining a practical procedure and the specialized personnel facilities required to do the job.


Special Assistant to the
Deputy Director (Admin.)

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SA/DDA:EDE:mes (27 October 1952)

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